



PAROWAN CITY COUNCIL MEETING MINUTES

OCTOBER 13, 2016

**5:00 P.M., SITE LOCATION FIELD TRIP
PARKING AREA BEHIND BARBER J's NEW SHOP
AND THE PAROWAN COMMUNITY THEATER
17 N. & 27 N. MAIN STREET, PAROWAN, UT 84761**

ELECTED OFFICIALS PRESENT: Councilmembers Vickie Hicks, Ben Johnson, Jay Orton, and Steve Thayer. Mayor Donald G. Landes was excused. Councilmember Alan Adams was not present.

CITY STAFF PRESENT: Joshua Jones, City Manager; Jet Smith, Events Coordinator; Callie Bassett, City Recorder

PUBLIC PRESENT: Jason Green, Chuck Harris, Jim Shurtleff, Katie Lister, Jay Wilcken

The Council and public walked the parking area behind Barber J's and the theater. They discussed possible solutions to the theater's storage problem.

**6:00 P.M. CITY COUNCIL MEETING
PAROWAN CITY COUNCIL CHAMBER
35 E. 100 N., PAROWAN, UT 84761**

ELECTED OFFICIALS PRESENT: Councilmembers Alan Adams, Vickie Hicks, Ben Johnson, Jay Orton, and Steve Thayer. Mayor Donald G. Landes was excused

CITY STAFF PRESENT: Joshua Jones, City Manager; Callie Bassett, City Recorder; Justin Wayment, City Attorney; Jet Smith, Events Coordinator; Alice Heidenreich, Parks & Rec; Chief Ken Carpenter, PPD; Stacy Gale, Administrative Assistant; Carol Cable, Visitor Center Hostess.

PUBLIC PRESENT: Kaitlyn Constantine, Hali Adams, Jaylee Church, Lainee Mathews, Nathan Gale, Waylon Robinson, Jim Shurtleff, Mason Packwood, Ben Kohler, Janice Steffensen, Ted Steffensen, Mary Hanley, Amy Johnson, Emily Johnson, Carson Clark, Kelsey Fiack, Hunter Orton, Stine Andersen, Hayley Higbee, Trevor Bassett, Ethan Guymon, Shelby Townsend, Trey Stubbs, Troy Houston, Meliss Houston, Diane Bixman, Brenin Johnson, Nic Gale, Katt N., Nathan Goodman, Jarrin Church, Cody Howard, Keoni Kalehuawehe, Cassandra Sanchez, Mr. and Mrs. Scott Truman

MAYOR PRO TEMPORE: Councilmember Jay Orton moved to appoint Councilmember Alan Adams as Mayor Pro Tempore. Councilmember Vickie Hicks seconded the motion. All Councilmembers voted in favor of the motion.

1. **CALL TO ORDER:** Mayor Pro Tempore Adams called the meeting to order at 6:00 p.m.
2. **OPENING CEREMONIES/PLEDGE OF ALLEGIANCE – ALAN ADAMS:** Mayor Pro Tempore Adams offered the invocation. He then led the Council and the public in the pledge of allegiance.
3. **DOES ANYBODY HAVE ANY CONFLICTS OR PERSONAL INTEREST IN ANY MATTER ON THE AGENDA WHICH NEEDS TO BE DECLARED?** *There were no conflicts declared at this time.*
4. **SWEARING IN OF THE 2016-17 PAROWAN YOUTH CITY COUNCIL:** City Recorder Callie Bassett swore in the new Youth City Council. Those youth council members present were: Shelby Townsend, YC Mayor; Trevor Bassett, Nathan Gale, Ethan Guymon, Brenin Johnson, Emily Johnson, Laine Mathews and Trey Stubbs.

CONSENT MEETING AGENDA

5. **APPROVAL OF CITY COUNCIL MINUTES FROM SEPTEMBER 22, 2016**
6. **APPROVAL OF WARRANT REGISTER**

MOTION: *Councilmember Jay Orton moved to approve the Consent Agenda.*

SECOND: *Councilmember Vickie Hicks seconded the motion.*

DISCUSSION: Councilwoman Hicks pointed out that there were some typos in the minutes that needed to be corrected. Mrs. Bassett said she would take care of those corrections. There were several questions on the warrant register which were addressed and answered.

VOTE: *All Councilmembers voted in favor of the motion. The motion carried.*

ACTION MEETING AGENDA

7. **SPECIAL EVENT BEER PERMIT DETERMINATION:** Mayor Pro Tem Adams said this item has been discussed for several weeks and what the Council is voting on this evening is whether or not the City will continue to issue beer permits for special events.

MOTION: *Councilmember Jay Orton moved to continue, through Parowan City Ordinance 5.04.010, to follow the standards set by the State and allow special event beer permits in Parowan.*

SECOND: *Councilmember Hicks seconded the motion.*

DISCUSSION:

Councilmember Thayer said he has given a lot of thought to this. He stated that one of the things that frustrates him about government in general, especially the federal government, is that they are getting into every aspect of our lives and are overreaching in a lot of ways. He feels that we need to let people be responsible for themselves, and he is going to favor this when it comes down to it. He said some of our basic freedoms and rights are being lost, although this doesn't exactly fall under this category, it does in some ways in his opinion.

Councilmember Thayer said he went out to the fairgrounds and looked at where they want to do the beer garden for the arena events. He said it is 120-130 feet away from the arena stadium in a secluded area that is really quite private. It is fenced off and away from public view.

Councilmember Thayer also said he met with Sheriff Gower this week and asked him, if the City needed police help on a special event, whether or not the Sheriff's department would be able to provide that help. Sheriff Gower told him yes they could. When asked how much it would cost to have his deputies assist the City, he said it would probably cost \$30/hour, which the vendor could pay for. He said he would basically ask for volunteers from his department, and he was sure he could get some. Sheriff Gower also pointed out to Councilmember Thayer that Parowan City has four or five VIPS (Volunteers in Police Service) that are glad to come out to events like this and serve for free. Councilmember Thayer said he doesn't really see this as being a real cost issue.

Councilmember Thayer summed up by saying his feelings are that he doesn't think the City should prevent those who want to have a few beers at these special events from being able to do so. He does feel that it should be regulated and limited in a controlled area.

Councilmember Johnson asked Councilmember Orton what exactly he was proposing, because a beer garden isn't included in what the State regulates. He asked what the Council was really approving at this point, because the State says, by default, that alcohol is not permitted on public property. However, there is a caveat that through special requests it can be sold on public property. Councilmember Johnson asked if Councilmember Orton is proposing that we open this up to any public property, such as the downtown park by the library or at the baseball fields, or does the Council begin to come up with a solution that works specifically for the fairgrounds.

Councilman Orton said the motion he made was to stick with the ordinance that the Council has put in place, not to modify the ordinance to stay with State methods of alcohol and the control that follows that. He said there is more or less one type of permit that a person would likely apply for, and that is the special event beer permit. His motion is to allow that if someone goes through that process and acquires those approvals through both the City and the State level, that the City would allow those special event beer permits to be conducted on Parowan grounds. He added that whatever the application and approval process is for the City is probably another discussion, but his motion is to stick with what the State has put in place to allow those permits.

Mayor Pro Tem Adams said that the City could also say that they will not approve those permits. Councilmember Orton said that according to the State, each permit must first be approved at the City level prior to the State issuing a permit. Mayor Pro Tem Adams added that the City can't be less restrictive than the State, but it can be more restrictive, and asked if that was correct. Attorney Wayment said that was correct.

Councilmember Johnson said that his question is if this is a no motion situation because the City has to follow the State rules already. Councilmember Johnson told Councilmember Orton that he thinks the Council should explore this, go through the process and come up with a solution, but to make a motion that says we have to follow the State rules is what we are already doing.

Attorney Wayment interjected that the City does have to follow the State rules, but the rules allow the City to approve or not approve special event beer permits. If the City says no to a beer permit, the State says no. If the City says yes, the State will say yes. Attorney Wayment said what he believes Councilmember Orton's motion is saying is that the Council is not going to say no carte blanche to every special event beer application. They will accept applications and address them on a one by one basis depending on the circumstances.

Attorney Wayment explained that the special event beer permit is not like the regular license to sell beer. He said again that what he thinks Councilman Orton is saying is that when people come to the Council with a special event beer permit application, the Council is not going to say the City doesn't allow special event beer permits. Councilmember Orton said that is what it says in the application of the State. Attorney Wayment also reiterated that the State has said if the City says no, the State will so no.

Councilmember Johnson said this is the point of confusion he is having - to say that the City is accepting what the State says, because the State says the City can say no carte blanche. Mayor Pro Tem Adams said, in reality, the motion really should be whether the Council is going to continue to approve special event beer permits or not. That is really the question. Councilmember Orton said his motion is that the Council is going to allow an applicant to go through the process that the State has in place at the City level.

Councilmember Johnson said he has a hard time voting yes on something that is undefined yet. Councilmember Orton said if the City wants to make those definitions, then that can be part of the application process at the City level. He said what he is simply saying is that if somebody comes to the City for a special event beer permit, then the Council can say let's go through the process. If they qualify, then they are issued the permit.

Councilmember Johnson asked if there needs to be a process in place before the Council votes that an applicant goes through a process. Councilmember Hicks said the City already has an application process. She said she spoke with the Department of Alcoholic Beverage Control and the City can put whatever restrictions they want on the application process and then it can be approved by Council. She said they can even include such restrictions as the alcohol has to be purchased locally. The Council has the ability to develop its own application process. If an applicant meets the criteria, then the Council can say yea or nay. From there it goes to the State, and they go strictly off what the City says.

Councilmember Johnson said what he is concerned about is that the Council is approving an application process before we have an application process. Councilmember Hicks said we have an application process. Mayor Pro Tem Adams said the City must have a process, because the County comes to the City every year for their special event beer permit. Mrs. Basset said all the City has is a form that the applicant fills out. That is the process the City currently has.

Councilmember Johnson asked again if the Council is approving the application process without any stipulations right now. Councilmember Orton said the Council is approving the process that the State has put in place. If the Council wants to address the current application at the City level, they can address that and modify that. Councilmember Orton stated again that his motion

is to stick with the process that the State has put in place to allow these special event beer permits. Councilmember Johnson asked again if they are approving the process without stipulations. Councilmember Orton said that's what it is right now. Councilmember Johnson again asked for clarification that Councilmember Orton's motion is to approve the application process without any stipulations.

Councilmember Orton said the City application is already put in place. Councilmember Johnson said it is there and it has no stipulations. Councilmember Orton said he didn't think the Council was going to discuss the application as much as whether or not the City was going to allow these applications. Councilmember Johnson said if the City allows these applications right now they allow them as they are with no stipulations.

Mrs. Alice Heidenreich addressed the Council. She said she has a small clarification to make. She said it is her understanding that the City has an ordinance that state we are not allowed to sell alcohol on City property, with the exception of the Iron County Fair. She said what they are looking to change is the ordinance. Councilmember Orton said he has not seen this ordinance, nor has he been able to find it. He is not making a motion to change any ordinances. He is moving to stick with the ordinance that the City adopted that says we follow the State process.

Mayor Pro Tem Adams said we are not changing any ordinances. He said he thinks there is some confusion. He said he came to this meeting with the idea that what they were doing was approving whether or not the City continues to issue special event beer permits. That is what they came to approve or disapprove. Councilmember Orton said he made a motion that the Council continue to approve those applications that went through the State process. Mayor Pro Tem Adams said the City already does that. City Manager Josh Jones interjected that if the Council voted yes on this motion, he was looking for staff direction on policy development for hours, local purchase, security, etc.

Mayor Pro Tem Adams said that if this passes, perhaps the Council could look at the application process and refine it. Councilmember Orton said if that process needs to be modified, then that needs to be addressed separately, but that has nothing to do with the motion he is making. Councilmember Johnson said that Councilmember Orton's motion is that carte blanche the applicant fills out an application form and it can go through with no stipulations on that. Councilmember Thayer said the stipulation is that the Council can either approve or deny the application.

Attorney Wayment asked if the City has ever turned down an application. Mayor Pro Tem Adams said that the Council did not give approval to the Monster Truck events this summer. Attorney Wayment asked if the Council has ever moved and sustained not to permit. Attorney Wayment said what he is trying to say is it sounds to him that they are making a motion on something that is already in place.

Councilmember Orton said we have already been doing this, but there have been discussions as to whether or not the Council wants this to happen at the events in general. Attorney Wayment said that the motion should then be to no longer accept special event beer permits because the City already accepts them. He said he knows the Council has talked about accepting them or not

accepting them, and there are concerns about police protection and the impact on our police force. To his knowledge the Council has never made a motion not to continue doing this. If the Council doesn't make a motion against this, they can continue to accept the special event beer permits.

Mayor Pro Tem Adams said this made sense to him. He said it would almost be easier if someone made a motion not to accept the special event beer permits and see what happens with the vote on that.

Councilmember Orton asked then if his motion does not work. Councilmember Johnson asked if they make a motion to put together an application process or do they simply table this until they get an application process. Councilmember Orton asked there is an event and a vendor comes and gets an application, they can get their permit from the State, according to what is written in the ordinance. Mayor Pro Tem Adams said that is correct, unless the City denies the application.

Councilmember Johnson said he thinks it would be good for the Council to talk about what they really want this application to look like. Councilman Orton said that obviously the application can use some work. He said that way when the Council makes a determination there is some basis for how a determination is made. This needs to be put into place.

Mayor Pro Tem Adams said that a motion does not need to be made at this time because nothing will change. The Council will still issue permits.

This item will be moved to the next work meeting so it can be properly discussed.

Councilmember Johnson said he thinks it is critical to have the City's law enforcement on board.

WITHDRAWAL: *Councilmember Orton said he would like to formally withdraw his motion, knowing there is a process in place that people can apply and go through the process with the State to get a special event beer permit.*

8. SENIOR CORPS PROGRAMS DONATION: Mayor Pro Tem Adams said that this program was asking for a \$500.00 donation

MOTION: *Councilmember Hicks moved to approve the \$500 donation to the Senior Corps Program.*

SECOND: *Councilmember Thayer seconded the motion.*

DISCUSSION:

Attorney Wayment said that he wants it on the record that the City is able to make this donation to this program because it is a pseudo government entity. He said if this were a private entity, the Council would be unable to use these kinds of funds to make this donation, regardless of how good a cause it is.

VOTE: *All Councilmembers voted in favor of the motion. The motion carried.*

9. EAGLE ROCK ROAD AGREEMENT:

DISCUSSION:

Attorney Wayment said he has discussed this with a lot of people. This is what he understands is going on and what the agreement is. The City is going to permit a waiver of fees or reimbursement of fees up to \$70,000.00 for chip sealing the portion of the road. The County is going to chip seal the City's road when they chip seal the County's road. When Mr. Steffensen cuts a check to the County, he can then come to the City and get a reimbursement for up to the funds that have already been deposited for impact fees, or he may get a waiver of future impact fees up to \$70,000.00. Mr. Wayment said that because the County is doing the road, we don't need additional insurance because the County has insurance and we have insurance.

Mayor Pro Tem Adams said there was one caveat in the agreement that said that the City would either pay Mr. Steffensen back or pay the County. Mr. Wayment said that was correct. Mr. Adams then asked if they knew which way that was going to go. Mr. Wayment said he did not and he doesn't think it matters. If Mr. Steffensen wants to bring in a receipt showing that he paid the County, the City can cut him a check, or the money can be paid directly to the County. Mr. Wayment said as he understands they are probably not going to chip seal this year. The County doesn't think there was enough time to do it. He said it may be cleaner and easier for our auditors if the City paid the money directly to the County.

Mr. Troy Houston spoke out from the audience against this, asking the Council if they are going to pave his road as well. Attorney Wayment said that this is a waiver of the impact fees, and the new impact fee ordinance says that if the City determines that if it is appropriate and it is a benefit to the community as a whole, they can take those impact fees and use them in this manner. Mr. Houston said that should have been done by the developer and it is too late now. He said it is not his problem that someone bought lots out there after the fact.

Mr. Ted Steffensen said his agreement with the County is he is going to pay them \$35,000 this year to start the road and then \$35,000 when it is completed. He is asking the City to reimburse him for the impact fees paid once he's made that first payment, and then reduce that as they go through the process. He thinks it will be easier for everyone to do that. Mayor Pro Tem Adams asked if Mr. Steffensen was paying that \$35,000 right now. Mr. Steffensen said the County is working on some contracts, and when those are ready he will pay that money. He said the rest won't happen until the road is completed. Mayor Pro Tem Adams said that this should be in our agreement.

Councilmember Johnson asked if the City has any problem with paying for something that isn't going to be done until next year. Attorney Wayment said he would like to talk to the County about that. Mr. Steffensen said the County has already done some improvements on the road. They have brought the road up to spec on their end. Mayor Pro Tem Adams said it was his understanding that they were going to try to start chip sealing that road this fall. Mr. Jones said he spoke with Mr. Kelly Stones, Parowan Public Works Superintendent, and he said the temperatures at night are such that they won't be able to do that this fall. They are, however, doing the prep work so it is ready to go in the spring.

Councilmember Orton asked if this agreement addressed the type of road that is going to be completed and the specifications required. Attorney Wayment said this is a triple chip seal road.

Mr. Steffensen said Parowan has brought the road up to spec, it just needs the road base on top and it sounds like the County is going to do that and Parowan was going to supply the materials.

Mayor Pro Tem Adams said it didn't sound like they were ready to approve this agreement yet. It sounds like there needs to be more discussion with the County to get everything straight.

Attorney Wayment said he will talk with Commissioner Alma Adams about it.

MOTION: *Councilmember Johnson moved to table this item.*

SECOND: *Councilmember Orton seconded the motion.*

VOTE: *All Councilmembers voted in favor of the motion. The motion carried.*

10. COMMUNITY THEATER STORAGE SOLUTION:

DISCUSSION:

Mayor Pro Tem Adams said there was a meeting earlier to go over to the theater and discuss the storage situation. He was unable to be there, and asked those that were to report on how it went. Councilmember Orton said it sounds to him that this item may be tabled as well to the extent that there are going to be some drawings done (of proposed storage solutions). He said there was a solid consensus that the storage should be built toward the back (west) of the theater.

Councilmember Johnson said his question to City staff is can we pull somewhere out of the budget \$1000 to commit towards this design, to be able to get this moving forward.

MOTION: *Councilmember Johnson moved to approve \$1,000 to go towards the design of the theater off the back side; to be able to evaluate their storage needs, how it would lay out and how it would come together; that we can be presented back and do some fund raisers with some costs and things associated along those lines.*

SECOND: *There was no immediate second to the motion.*

FURTHER DISCUSSION:

Councilmember Hicks said that while they were discussing the storage behind the theater she thought that Mr. Chuck Harris had implied that he could do the renderings, and Councilmember Thayer implied that he could have them done for free, so why is the Council now spending \$1,000. Councilmember Johnson said he is all for having them done for free if we can. He said let's do that. But if we can't and it falls and is dead, then we have to come back and revisit this again. He feels it is worth the investment to put some money aside that they can use to be able to get the drawings done.

Councilmember Thayer said he is able to get a CAD program of it and an outline of the two options discussed. He said it looks like the west option is the one the City Council is most in favor of. He said he can get a couple of those renditions done. He said he is not able to do the 3-D drawings with the CAD program, but he can get the other sketches done.

Councilmember Thayer said it looks like going out from the west side of the theater, you lose two parking spaces on the back of the theater and you pick up one behind the barber shop. He said you do gain quite a bit of extra storage space. He said if you go out nine feet short of the

east fence you end up with almost 36 foot wide by 15 or 16 feet deep storage area, which is more than the other rendition. It would also give to parallel parking places behind the theater. He said you lose a net one parking place, but you gain more storage, and his main goal was to get the theater as much storage space as they can and not impact the parking too seriously.

Councilmember Johnson said as we put some drawings together will they need a soils analysis or anything along those lines to help us determine what type of slab it will have to have. He just hates to tie the hands of the theater board and have the progress stopped because they need money for a soils analysis or a survey done. He is simply saying here is a little bit of money that is available, that doesn't necessarily have to be spent, but is available for them to be able to get something together to go out to bid with, or a 3-D rendering that they can use for a fund raiser.

Councilmember Orton asked if there is an expiration on surveys or soil tests that would put us up against a time frame if and when the time to build came. Councilmember Johnson said no, they would be good for 3-5 years down the road.

SECOND: *Councilmember Hicks seconded the previously made motion.*

CONTINUED DISCUSSION:

Councilmember Orton asked Mr. Jones where this money will come from. Mr. Jones told him they will have to look in the budget and see where it can be taken from. He didn't know off the top of his head and said they could do some searching. Councilmember Orton asked if he wanted to search first. Mr. Jones said he could do that. He said this can be looked at administratively and recommendations given to the Council. Councilmember Thayer said this isn't something that has to be done this month or next. It may not even have to be done until the next fiscal year. This is just an initial step to say the theater board can move forward with the storage area and come up with what it will look like.

Councilmember Orton said he can certainly see the value in this, but he is having a hard time understanding is if the \$1000 right now is really going to get the City a rendering that they can then get an estimate from. Instead of tying that engineering and the design in with the actual bids when they get to that point, he's wondering if they can get an actual rendering to get estimates without going into any costs.

Councilmember Johnson said what he is trying to say with this is as a City Council, he hopes they have enough commitment towards the theater and this project that they can offer up \$1000 at least to get the ball rolling. He said Councilmember Orton is right that this will not get a complete design for this space, but at least it can get it started and moving forward. He said we can do as much of it as we can pro bono, but if we hit an obstacle like a soil sample or something, then there is a revenue source for that.

Mrs. Jet Smith said her biggest concern is what they are going to do in the meantime. They talked about getting rid of the Connex box soon, so what is the theater to do in the meantime. She said fundraising and budget planning will take a year or two, so what do they do right now because they have some productions coming up in the fall and spring. She said they told the businesses that the Connex box would be moved out of the way soon. Councilmember Orton

said that might be a better conversation for the theater board to see what their recommendations are as to what different storage locations that might be available and different ways that they can accommodate their needs.

Councilmember Thayer said the theater board has discussed this thoroughly and they want storage at the theater site if at all possible. Mrs. Smith said until there can be a building built, she wants that Connex box to stay where it is for the ease of the theater volunteers.

Ms. Carol Cable spoke up from the audience and said that she isn't familiar with what is going on with the storage space, but she said is she's understanding a little bit of it is in relationship to the building that was sold for \$1, and now the City is going to have to pay to reclaim something that they already had. Ms. Cable said maybe the storage should have been in consideration at that time instead of just giving away what the City/theater actually needed. She said the City should go to the new store owner and his contractor and ask them, since the City accommodated them for \$1, if they would take care of the storage solution, instead of saying they will just throw \$1000 at an idea instead of getting something actually physically done.

Mayor Pro Tem Adams asked if this was the issue. Councilmember Johnson said he didn't think so. The storage was the Connex box that was a temporary solution. Ms. Cable asked if it isn't all tied together – the City giving away its property for \$1. Councilmember Johnson said no. He said the Connex box has to be removed, so they want to build additional storage there. He said with the barber shop being built, that will increase traffic in that part of Main Street, so they are looking at decreasing the amount of parking on Main and maximizing the amount of parking in the back of the businesses. He said the need of storage for the theater has been a need for a long time, that's why the Connex box was purchased.

There was another long discussion about the history of the Connex box and what can/should be done with it. This discussion included Mrs. Jet Smith, Mr. Jim Shurtleff, Ms. Carol Cable, and Council.

Councilmember Hicks said we all agree that the theater deserves storage. She said it is just trying to determine how to do it the best fashion possible. She said the best idea is to build on to the building. She said there were some great ideas discussed earlier this evening, so we don't want to drop the ball and let this die. We need to move forward and get it done in a reasonable amount of time.

Mayor Pro Tem Adams said there is a motion and a second before the Council. He called for a vote.

VOTE: *Aye – Councilmember Thayer, Councilmember Hicks, Councilmember Johnson*
Nay – Councilmember Orton
The motion carried.

11. APPROVAL TO IMPLEMENT PELORUS TIME KEEPING SYSTEM: DISCUSSION:

Mr. Jones said this was on a previous agenda and since that time he has met with Pelorus, the software vendor for our finance system. He said they indicated that they have a time keeping module that has been built and rolled out to several cities. He said he spoke with the Roosevelt city manager and they implemented this about a month ago. They it is working well and they like it. Mr. Jones said we can implement this for \$150 per quarter, which is incredible. He said a stand-alone system would be thousands of dollars. This integrates into our payroll and finance system. He is looking for the Council's approval.

Councilmember Johnson said this does exactly what they have talked about in getting the Council more information in that time keeping module. He said it is exciting that it is already built in to the Pelorus system which the City staff is familiar with.

MOTION: *Councilmember Johnson moved to approve the implementation of the Pelorus Time Keeping System.*

SECOND: *Councilmember Thayer seconded the motion.*

FURTHER DISCUSSION:

Councilmember Hicks asked if this will meet Mrs. Bassett's needs. Mrs. Bassett said she hasn't seen the program, but Mr. Jones has talked with Pelorus and it does what Councilmember Johnson wants it to do, so she is certain it will be fine. She said that Pelorus is very easy to work with, they are very customer service oriented so if there are any problems they will teach her and walk her through any difficulties. She feels it will be fine. She feels it will accomplish what we need.

Councilmember Johnson added that he thinks there will be a learning curve with the new system, and it will need to be tweaked to meet the needs of the staff. Deciding whether to do it in half hour increments or hour increments should be their decision. This gives them the tool to do that and the requirement to produce the information back to the Council.

Councilmember Hicks asked what that requirement is. She asked if the Council will be getting reports from this that they can evaluate. She asked how this information is going to be used. Mr. Jones said he will certainly use this as a management tool, but if the Council would like regular reports on departments, the City as a whole, even individual employees, we would be able to give them all sorts of data information.

Councilmember Johnson said the information will be there and compiled and the Council and management can do what they want with it. They will be able to know how many hours City employees spend preparing for an event like the Iron County Fair. They can know how many hours are spent on City roads. This information will be helpful in making decisions. Supervisors and administrators will be able to use this as a management tool.

Councilmember Orton asked if this is more of a management tool or is it also a tool that can make the guys in the field more efficient. He asked if this \$150 a quarter, although it's not a lot of money, is going to help save time on a daily basis. Mr. Jones said he feels it can be used to that end. Councilmember Johnson added that standards can be inserted for hours worked, and if the time goes over, they can tell where the discrepancies are. It allows you to see where your

strengths are and where there a training opportunities. It is very much a management tool to increase productivity.

Councilmember Orton asked what some of the challenges might be in implementing a new system. Mr. Jones said that Roosevelt City had some technical challenges with off-site locations. We will have to work that out I.T. wise as well. Otherwise they say it has been pretty smooth. Another thing that came to mind is when a police officer works a shift that goes past midnight and into the next day, that caused some problems, but Pelorus is already working on that, and it is probably already fixed by now. Councilmember Orton asked where the data is stored. Mr. Jones said Pelorus is cloud based.

Councilman Johnson said another challenge the City may face is with staff because it is a big brother system. It looks over the employees. He said when they implemented a similar time keeping system at SUU they were met with angry employees who said they weren't being trusted. What the system ended up showing was that the employees were doing above and beyond the standards that were set by the State. So it was a very positive thing.

VOTE: All Councilmembers voted in favor of the motion. The motion carried.

WORK MEETING AGENDA

12. LIVE STREAMING CITY COUNCIL MEETINGS:

DISCUSSION:

Mr. Jones said this was discussed at the Utah League of Cities and Towns conference that the Mayor picked up on. It is extremely prevalent among cities to live stream their council meetings. He said it is something the City can definitely do. He has been talking to some people about how to implement it and what the costs would be. He said the best case scenario is about \$2500. Mr. Jones said he is looking for approval to find that in this year's budget or if the Council wants him to wait and budget it in the next fiscal year. The \$2500 would be to get the system – to get a camera, do the wiring, and purchase the software program and get us set up. He said the streaming would virtually be free.

Mayor Pro Tem Adams asked if there were any ongoing costs after the initial investment. Mr. Jones said not that he was aware of.

Mr. Troy Houston asked if that will work like the City's phone app, which doesn't work. He said he pulled up the Parowan City webpage app on his phone and it says "Oops. This page cannot be found." He said you've got information out there and you can't pull it up. He said that you can pull up other cities' websites. Councilmember Johnson said that our webpage is built to adjust to any size screen. He also said he went to the website to pull up the minutes from the last meeting to see what was talked about and he couldn't access them. Mrs. Bassett said they aren't on the website. He said that the website says the agenda and the minutes are on the website.

Councilmember Orton said Mr. Houston got him thinking that we definitely don't want to let other online methods be forgotten. He also said that online streaming is great, but wondered if

because Parowan is so small, if we could do a trial run and perhaps record a council meeting and then within a day or two post it on the website and see if it gets any attention and see if people are using it before we go to the expense of putting in a live streaming system and find that nobody cares to watch.

Mayor Pro Tem Adams said he attended the meeting on live streaming at the ULCT conference, and one of the things they said is there aren't a lot of people that look at it. If there is a controversial issue, then they get a lot of people who watch. The city that was presenting said that the transparency issue for them was completely taken care of through live streaming. He said he had the same concerns though of how many people in Parowan would utilize the live stream.

Mr. Jones said we could try recording a meeting with just a regular video camera and upload it to YouTube and see what kind of response we get before making that purchase. Councilmember Johnson said the camera could be utilized in different ways, i.e., using it to have web-ex meetings. He thinks there are multiple benefits to having this camera.

Councilmember Orton said he is concerned about better communication with the residents and making sure the information is out there for upcoming meetings or events. He said we are talking about spending money on live streaming our meetings. He said when they have discussed different ways to communicate with the public, the City put up a marquee. Councilmember Orton asked if, with all the ways we can communicate, is this \$2500 to live stream meetings as critical as other online ways of communication, other mobile friendly ways of communication. He feels we need to start the process of improving communication in different online forms before we start actually streaming the City's meetings.

Councilmember Thayer said that live streaming our meetings might inhibit people from actually coming to the meetings. He likes to have the public attend the council meetings.

Councilmember Johnson said there is no perfect marketing tool. There is no perfect transparency tool. He asked if the marquee is the most efficient tool, probably not. But people do gain information from that as they drive by. Councilman Orton said he didn't mean to say that the marquee was a bad idea, but it was a bad idea in today's technology. He said the Council has talked about different ways to communicate and now they are talking about going online in a tech-type of environment. He said he feels the Council didn't do other things because they were a tech savvy type of communication. Now they are talking back to going more tech. He is having a hard time understanding if they are focused on moving forward and communicating technology based, or are they are still wanting to try communicate in more basic forms.

Councilmember Johnson said he would argue that technology is a great tool and a great resource, but because it changes so quickly you have to be careful not to get too trendy with it. He said the marquee isn't a super high tech thing, but it is efficient in getting information out. It is always there, and always available. It becomes a broader range than just for those who are on Instagram or Facebook.

Councilmember Johnson said that the live streaming is going in a tech direction. He thinks it is a very small upfront cost to be able to provide this for people who are interested in it. He said even if we only get two or three people, it is an effective medium. He thinks the views will really grow on controversial issues, and shrink on non-controversial issues.

Mayor Pro Tem Adams said the County has implemented this within the last year. He said it would be interesting to talk to them and see how they feel about it. He said of course they stream to the whole county, but they could talk to them and see how well it is working.

Mr. Scott Truman spoke up from the audience and said he is running for the office of County Commissioner. He said he hasn't been able to attend a county commission meeting yet, but being able to pull those meetings up online has been invaluable to him. He said the County's money has been well spent.

Councilmember Orton asked Mr. Truman, in his opinion, if there is a benefit seeing those meetings live that he might not realize within a day or two of the live broadcast that he could still go and watch that recording of the meeting and understand what was said and what took place. Mr. Truman said for him the benefit is being in the meeting. When you are at a meeting in person, you can raise your hand and ask for clarification or offer an opinion. Watching a live stream doesn't allow you to do that, so you do lose something. But if you can't be there, you can get the information almost on a face to face basis.

Councilmember Orton asked if a recording would provide the same value if you watched it the next day. Councilmember Johnson pointed out that there is no additional cost to live stream the meeting. Councilmember Orton said he is throwing out there the option to record the meetings and post them on YouTube the next day. This is going to cost a lot less than the \$2500 to see if it is a system that is appreciated and it is something we want to follow through with. He said he can understand the transparency thing, but he would like to investigate this before going all out with the live streaming option.

Mrs. Truman said the live streaming is critical to transparency otherwise people may suspect tampering or editing of the video. She said that she is the librarian at Canyon View High School. When there are meetings in Salt Lake she needs to attend, it is always best to be there in person. But if she can't be there, live streaming is the next best thing.

Councilmember Hicks said she would like to see the City do a little test run before jumping off the deep end and see how they feel about it. Councilmember Johnson said he thinks it would also be good to have the City explore what other benefits would come from this web camera. Mayor Pro Tem Adams asked Mr. Jones to talk with the County and see what he kind find out about their system and how many hits they get, etc.

Councilmember Hicks asked the ladies in the audience if they would watch a live streamed meeting. They all said no. Katie Lister said if you want people to attend City Council, you have to get the information out to them.

Mrs. Diane Bixman said the marquee is a great source of information. She asked if the older people don't know what is going on. Mayor Pro Tem Adams said it is not necessarily the older people, we have heard it from a lot of different people.

Mrs. Jet Smith suggested that the City use the Everbridge system to remind people about City Council meetings. Katie Lister said she thinks it is a good idea to record the meeting and put it on YouTube.

Councilmember Orton said he would like to find out the benefits that other small towns that live stream have discovered. Amy Johnson said that her neighbor Ron Roth lives in Las Vegas, and he would probably be number one on their watching a live streamed meeting. She said there are a lot of people who have second homes in Parowan who would be interested in watching a live streamed meeting.

Mayor Pro Tem Adams said this will be kept on the work agenda and asked Mr. Jones to do some exploration on the subject.

13. MEMBER REPORTS:

Councilmember Thayer:

Mr. Thayer reported that the winter recreation booklets will be coming out very soon. There are going to be some fun events and classes. He asked Mrs. Smith if the variety show is moving forward. She said it will be on the 4th and 5th of November. He also reported that the Water Board is still looking for a chairman and asked if anyone has been nominated.

Councilmember Orton:

Mr. Orton reported that they are still looking for a chairman and additional members for the TARP committee. He asked the audience members if they know anyone that could represent the art community to please let him know. Chief Carpenter said he had a member of the community ask him about it and he didn't have anything to tell them. He also reported that at the Airport Board meeting they discussed some items that will be brought to City Council hopefully sooner than later – some minimum standards rules and regulations at the airport that they would like to put in place and established, as well as a snow removal plan.

Councilmember Hicks:

Mrs. Hicks reported that she attended the Chamber of Commerce meeting. Christmas on Main Street Ladies' Night Out will be December 9th. Santa and a movie will be at the theater for the kids from 5-8 p.m. so Moms can shop in the stores. Christmas advertising is coming up November 16 through December 21. Sub for Santa is December 10. She also reported that Fall Fest was very successful although not well attended. The Scarecrow event was very successful.

Mayor Pro Tem Adams:

Mr. Adams reported that the hydro bypass line is being fixed and should be completed soon. He said an individual has approached the City for an electric hookup, however he is in the county. He has to go through a process with Rocky Mountain Power to be able to receive power from Parowan City. If he can do that, he wants to trade a hook up for some land he owns for the runway at the airport.

Councilmember Johnson:

Mr. Johnson reported that things are going well with the Economic Development committee. They are continuing to work on the comparison study of the demographics of the area. The committee is working on focusing on the I-15 interchanges to town. They are going to set up a meeting with other people who are interested in bringing people off the freeway – Brian Head Resort, Brian Head Town, Patchwork Byways, and Parowan City – to begin to talk about billboards. He said when they partner with some of these groups they can do a better job and have a more effective billboard. The committee has talked what needs to be done to enforce the cleanup ordinances in town. They are also pursuing Safe Sidewalks to get some sidewalks out by the subdivisions on 200 South.

Councilmember Johnson said the committee is exploring a preferred internet provider for the community and what benefits they can bring back to the community. They are exploring the possibility of owning our own fiber in town. Parowan City can't own its own internet company because of the laws that are in place. They are exploring some of these things and will hopefully meet with Century Link, South Central and InfoWest and encourage them to improve the internet resources in our community.

Councilmember Hicks said she has had several people ask her if the City is done filling potholes for the year. They are also wondering what is happening out in Maple Springs. Mayor Pro Tem Adams said they will be crack sealing out in Maple Springs when the weather cools off. Mr. Jones said they are still working on the potholes. Councilwoman Hicks said that one of the potholes that was filled is opening up again on 200 South.

Councilmember Hicks also asked about the woman whose house was flooded when the hydro bypass line broke. Mr. Jones said she has filed a claim and our property insurance company is working with the contractor's property insurance company to work out the claim. She said Ms. Shumway feels she is getting no information. Mrs. Hicks said that she has talked with her many times and Mrs. Bassett has talked with her many times, but she feels like nothing is happening. Mr. Jones said he would reach out to her.

Attorney Wayment said that staff needs to be very careful in the future not to tell people in such circumstances not to report such incidents to their homeowner's insurance. People could lose their insurance that way.

Mr. Jones reported that the bridge on Old Highway 91 is not UDOT owned. They are very hopeful that they will get a grant to repair that.

14. PUBLIC COMMENT:

Mr. Scott Truman said he appreciated the opportunity to come to the Council meeting. He said his wife leaned over to him and said Parowan has a lot going for it as she listened to the reports of what is going on with the Halloween activities, and especially the Iron County Fair and parade. He said his children and grandchildren came and participated with them in the parade and at their booth at the fair. He said running as a democrat sometimes isn't really popular with folds and you don't know what's going to happen. They felt like they were treated royally. Parowan does a wonderful job here. Mr. Truman said he believes in partner-shipping, open

government, and transparency, but above all he believes in working together. He said he follows the adage of Harry Truman that “it is amazing what you can accomplish if you don’t care who gets the credit.” He said we are all in this together. He said if you are able to cross party lines and vote for a democrat he can assure you that he won’t turn into a pillar of salt.

Mr. Truman said that ballots will be coming out October 18th. Many people thought that the ballots they received were junk mail and threw them away. So the Council needs to educate their residents about the vote by mail. He thanked for the Council for their service.

Mr. Troy Houston said he first wanted to talk about the Eagle Rock agreement. He said the City is improving a road that is going to improve the value of those properties. He said if the City is getting a kickback from each of those lots then that is a good agreement otherwise it is not fair for the citizens or other developers to do that. He said it is incorrect and it is wrong. He said he would like to know what the City’s reasoning is on this.

The second thing Mr. Houston wanted to discuss is that a couple of years ago the City wrote a check to Mr. Brammal for the rest home. He asked what has happened with this. He said he spoke with Mr. Jones and was told that the City finally received a check back on that.

The third thing Mr. Houston talked about was the special event beer permit. He said the ordinance was passed last October to follow the State standards. The State has a provision in their standards for special event beer permits. He said the City has to be careful and they have to be fair. He said the vendors can supply the security, it doesn’t have to be Parowan Police Department, unless things get out of control. He said that doesn’t happen. He said it isn’t something to be scared of.

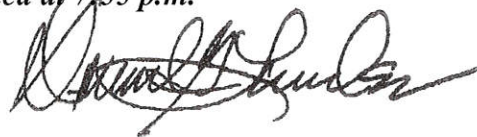
Mrs. Jet Smith said that on the day of Fall Fest she went up and down Main Street and was disgusted with all of the yard sale signs. She said people are duct taping them to our light posts and they are ruining them. She said the City needs a location for people to post their signs and flyers.

Chief Carpenter met with the Paragonah City Council and they are very happy with police service they are receiving. This is a very good situation

15. ADJOURN:

MOTION: *Councilmember Orton moved to adjourn the meeting.*

SECOND: *Councilmember Hicks seconded the motion. All Councilmembers voted in favor of the motion. The meeting was adjourned at 7:55 p.m.*



Donald G. Landes, Mayor



Callie Bassett, City Recorder